



Garden Reach Shipbuilders & Engineers Limited
DIESEL ENGINE PLANT

(A Govt. of India Undertaking, Ministry of Defence)

An ISO 9001-2008 Plant

Plant Plaza Road, Dhurwa, Ranchi - 834 004

Phone: 2446134/135/137/139/360/806/851

Fax: + (91) 0651-2446895

Website: www.grse.nic.in

Email: Kumar.pradeep@grse.co.in

INVITATION TO E-TENDER

Tender No.: DEP/HR AND A/CANTEEN/2023/ET-1995 Dated 09.08.2023

Due Date: 21.08.2023 at 12.00 Hours

Opening date: 22.08.2023 at 14.00 Hours

Dear Sir,

1. Bids in single stage two bid system (Part-I: Techno-Commercial Bid and Part-II: Price Bid) are invited for **"SUPPLY OF DRY FOOD STUFF / GROCERY ITEMS"** as per the enclosed Schedule of Technical Requirement (SOTR) at Annexure-I.

(i) Part - I: Techno-Commercial bid (it must contain only technical & commercial points and should not contain any price. If any price is indicated in Part-I, the offer will be treated as CANCELLED): ANNEXURE – A & B.

(ii) Part - II: Price bid (containing only price): ANNEXURE – C.

2. You will have to submit bid in two part (Techno-Commercial & price Bid) in e- procurement mode (www.grse.nic.in/etender) where all data sheet will be available for download, need to fill up the required field and upload the file. Price bid need to be filled up in given price bid data sheet only (ANNEXURE-C) No other attachment regarding price will be allowed if so then offer will be treated as cancelled. You should mention your offer ref. no. and date in ANNEXURE – A, B & C.

3. Tender / Bid formats are to be downloaded from our e-portal tender from GRSE web site. Offers in filled-in formats are to be uploaded using Digital Signature Certificate (DSC) Class - III. Tender opening can be witnessed in team viewer of the Web-portal. For further details/help, mtl. eproc.,E- PROCUREMENT of GRSE LTD., Kolkata may be contacted at the following numbers:

Tele : 033-24698100 - 8113

4. The job is to be carried out for **"SUPPLY OF DRY FOOD STUFF / GROCERY ITEMS"** as per the Schedule of Technical Requirement (SOTR) enclosed with NIT as **Annexure – A** at Diesel Engine Plant, Garden Reach Shipbuilders & Engineers Ltd., Dhurwa, Ranchi – 834004.

5. Last date of submission of Bid / Date of opening of bid is indicated in Tender Document. Tender is liable to be rejected if the requisite documents are not enclosed with the technical offer.

6. Date of opening of offer (Price Bid) will be notified in due course after conclusion of TNC/CNC meetings and acceptance of Techno-Commercial offer. Price bids of the qualified vendors could be viewed by the bidders from their own portal.

7. GRSE reserves the right to accept / reject any Tender in full or in part without assigning any reason.

8. Acceptance Format Matrix should be filled up and attached with techno-commercial bid as marks of acceptance of NIT/SOTR/STAC. In case of non- receipt of filled in STACs acceptance format matrix, it would be presumed that you have accepted all our terms & conditions as per GRSE tender until & unless deviation is specially mentioned in offer.



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9. Queries, if any, on SOTR or other terms can be clarified from the below mentioned personnel prior to submission of offer:

Pradeep Kumar
Manager (Safety & Canteen)
Diesel Engine Plant
G.R.S.E. Ltd.
Plant Plaza Road, P.O.- Dhurwa
Dist.- Ranchi – 834004
Jharkhand
Tel. No.- 0651-2401563
7547880039,8252294901,9155477661
e-mail: Kumar.Pradeep@ grse.co.in

For Garden Reach Shipbuilders & Engineers Ltd.

(Pradeep Kumar)
Manager (Safety & Canteen)

Enclosures:

- 1) Annexure – A (Item details and Specification) - 1 Page.
- 2) Annexure – B (Standard terms and Conditions) - 3 Pages
- 3) Annexure – C (Price Bid format) - 2 Pages
- 4) Appendix – I (Techno – Commercial offer) - 2 Pages
- 5) Appendix – II (Acceptance format matrix) of SOTR - 1 Page



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ANNEXURE – A

ITEM DETAILS AND SPECIFICATION (SOTR)

Sl. No.	Material Code	Material Description	Specifications	Unit	Quantity
1	927025000001	BISCUITS (300 gms. Each)	Britania Thin Arrowroot	Pkts.	600
2	927025000002	RICE	Double Par Boiled Fine	Kgs.	5980
3	927025000003	RAHAR DAL UNPOLISHED		Kgs.	600
4	927025000004	MASUR DAL BARADANA		Kgs.	600
5	927025000005	SUGAR BARADANA		Kgs.	600
6	927025000006	HALDI POWDER 500gms Pack	Brand - MDH / Everest	Pkts.	50
7	927025000007	PAPAD 200 gms	Brand – Lijjat	kgs	30
8	927025000008	LAL MIRCHI POWDER 500gms Pack	Brand - MDH / Everest	Pkts	50
9	927025000009	ZERA POWDER 200gms Pack	Brand - MDH / Everest	Pkts	75
10	927025000010	TEJ PATA	Brand - MDH / Everest	Kgs.	3
11	927025000011	DHANIA POWDER 500gms Pack	Brand - MDH / Everest	Pkts	50
12	927025000012	PACH FORAN		Kgs.	3
13	927025000013	GARAM MASALA	Consisting of Badi Ilaychi 1Kg., Choti Ilaychi 1.5 Kg. gms., Loung 750 gms., Shahjira 750 gms., Daalchini 500 gms., Kababchini 750 gms. & Javitri 750 gms.	Kgs.	6
14	927025000014	CHANA DAL		Kgs.	30
15	927025000015	KABULI CHANA		Kgs.	30
16	927025000016	KASTURI METHI 25 gms.	Brand - MDH / Everest	Pkts.	80
17	927025000017	CHANA MASALA 100 gms.	Brand - MDH / Everest	Pkts.	25
18	927025000018	KASMIRI MIRCHA 100gms	Brand - MDH / Everest	Pkts.	70
19	927025000019	CLEANING POWDER	Wheel / Ghadhi	kgs	120
20	927025000020	RAJMA		Kgs.	20
21	927025000021	BESAN CHANA DAL	Brand - Jalan / Fortune (In 1 KG pack)	Kgs.	20
22	927025000022	MUSTARD OIL	Brand - Engine / Elephant (In 15 Kg Tin pack)	Ltrs.	700
23	927025000023	TEA 500 gms	Brand - Brook Bond Red Label	Pkts.	240
24	927025000024	SALT	Brand - Tata	Kgs.	400
25	927025000025	MILK POWDER	Brand - Amulya	Kgs.	500
26	927025000026	KITCHEN KING MASALA 100 gms	Brand - MDH / Everest	Pkts.	60
27	927025000031	CHANA	Baradana Chana	Kgs.	30
28	927025000032	YELLOW SARSON		Kgs.	15
29	927025000033	GOLKI POWDER 50 gms	Brand - MDH / Everest	Pkts	60
30	927025000034	SOYABIN BARI	Fortune / Neutrila	Kgs.	10
31	927025000035	POSTA DANA		Kgs.	6
32	927025000037	MATCH BOX	Brand - Homelight	Pkts.	80
33	927025000041	LIEFBUOY SOAP 125 gms.		Pcs.	75

For Garden Reach Shipbuilders & Engineers Ltd.

[Pradeep Kumar]

Manager (Safety & Canteen)



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ANNEXURE – B

STANDARD TERMS AND CONDITIONS

1. **TERMS OF PRICE:** Please quote your Price (in INR) based on F.O.R. DEP Ranchi should be firm & fixed till execution of order in full.
2. Quantity indicated is the requirement of one year approx. Monthly requirement, as applicable will be informed to supplier from time to time by used Department which must be supplied within seven days or earlier.
3. Wherever brand name is indicated the rates are to be quoted for all brands separately. No other brand will be acceptable to us.
4. During the contract period (one year / if manufacturer provides any gift which was ordered on you) on purchase of their branded product which was ordered on you. GRSE / DEP reserves the right for making of bill only after deduction of cost of gift item from branded product (main items ordered on you) and will not insist for supply of gift item along with the main item (branded item) to DEP.
5. Rates are to be given for each item and shall remain firm and fixed for a period of (1) one year for supply from date of order.
6. The supply of provision shall be arranged at Diesel Engine Plant (DEP) site by their own transport and labour. No additional charges for transport and labour will be payable by DEP.
7. The quantities of supply indicated are approximate annual requirement. DEP reserves the rights to vary the quantity of required items by ± 20 %.
8. **Tender Fee :-**
 - (a) Parties downloading tender documents from website need to submit Demand Draft / Pay order of Rs. 500/- (Five hundred only) (Non Refundable) in favour of " Garden Reach Shipbuilders & Engineers Ltd.," payable at Ranchi from Nationalised / scheduled Banks towards cost of tender document.
 - (b) Vendor to send original Demand Draft / Pay order towards cost of tender documents to Diesel Engine Plant, Ranchi addresses to Manager (Safety / Canteen) before due date of submission.
 - (c) Scan the Demand Draft / Pay order copy and attached the same along with Techno Commercial bid.
9. **Earnest Money Deposit (Interest Free) :-**
 - (i) EMD amount of Rs.11300.- (Rupees Eleven Thousand Three Hundred Seventy) only (Interest free) issued from Nationalised / scheduled Banks through DD / Pay order in favour of " Garden Reach Shipbuilders & Engineers Ltd.," payable at Ranchi.
 - (ii) Vendor to send original Demand Draft / Pay order towards cost of tender documents to Manager (Safety / Canteen), DEP / GRSE Ltd. Ranchi before due date of submission.
 - (iii) Scan the Demand Draft / Pay order copy and attached the same along with Techno commercial bid.



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ANNEXURE – B

STACS: (Contd.)

(iv) Unsuccessful bidder will be refunded for which the Tenderer shall make an application addressed to Manager (Safety / Canteen), DEP / GRSE Ltd. Ranchi.

(v) EMD amount may be forfeited in case of :-

(a) The bidder withdraws the bid after opening / during the period of its validity.

(b) The Successful bidders fails within the specified time limit to :-

(i) Acknowledge the LOA / Order

(ii) Furnish the required security deposit

(iii) Nonperformance of the contract by the bidders.

10. SECURITY DEPOSIT :-

Successful tenderer is required to deposit an amount of equivalent to 3% of the total contract value as security amount deposit (interest free). The security amount deposit will be retained by DEP as interest free deposit during the tenure of the contract. However, if desired by the party, the earnest money initially deposited with tender, shall be adjusted, provided, an application in writing is made and balance amount is paid along with the application.

11. Tender is subject to deposit of tender fee and Earnest Money in absence of which the offer will be rejected outright. Successful bidder(s) are to submit security deposit as per tender terms.

12. The contract shall remain valid for one year from the date of its commencement.

13. DEP reserve the right for extending the contract for a period of another three months on expiry of the one year contract, if necessary, in the same rate and terms and condition.

14. INSPECTION:-

All goods supplied according to the purchase order shall be inspected, at DEP and acceptance of the goods shall always be subjected to such inspection. If the goods supplied are not as per order specification or otherwise not satisfactory for any reason of which the DEP will be sole judge, DEP shall be entitled to reject the supplies, cancel the purchase order, buy requirement from elsewhere and recover from SELLER the extra cost incurred for replacement.

15. SUBMISSION OF BILL / INVOICES:

SELLER's bill for goods supplied by the SELLERS and accepted by DEP shall be supported by a copy of the order and PUCCA receipt for goods issued by the authorized stores officer of the DEP. For purposes of payment the date of actual submission of these documents will apply and not the date of supply of materials or the date of the bill raised prior to the receipt of 'PUCCA' receipt unless otherwise specially agreed to for special payment clause and incorporated in the order.

16. The supplies are to be made only between 10.00 AM 12.00 Noon and 2.30 PM to 04.00 PM. No supplies to be delivered other than time stipulated above.



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ANNEXURE – B

STACS (Contd.)

17. RISK PURCHASE CLAUSE:-

If successful tender fails to supply material within the stipulated delivery date, GRSE reserves the right to procure same or equivalent materials from an alternative source at the vendors risk, responsibility and cost. Any extra cost incurred in the procurement of the material from alternative source will be recovered from the security deposit / Bank Guarantee and if the value of the material under risk purchase exceeds, the amount of security deposit and / or Bank Guarantee, the same may be recovered if necessary by due legal process.

18. In case of delay in delivery liquidated damages @ ½ % per week or part thereof up to a maximum of 5 % of the order value will be deducted from the bill against the supply.

19. ARBITRATION:-

In case of dispute, if any, between GRSE and the contractor, the matter shall be referred to the sole discretion / arbitration of CMD of GRSE or his nominated representative and his decision will be final and binding.

20. The contract shall remain within the jurisdiction of Ranchi Court, Ranchi. Notwithstanding residence or place of business of the successful tenderer.

21. CONSIGNEE ADDRESS: After proper packing the goods to be delivered to:-

The Dy.Manager (Stores),
G.R.S & E. Ltd., Diesel Engine Plant,
Plant Plaza Road, P.O.:- Dhurwa,
Dist.:- Ranchi - 834 004 (Jharkhand)